

VESTRY MEETING MINUTES

November 20, 2024

6:30 p.m.

Christ Church Cathedral In person and via Zoom

Vestry Members Present: Billy Ballard, Susan Barge, Sam Bessey, Ellie Gardner, Anna Grimes, Chris Isbell, Hal Johnson, Donald McKenzie, David Morton (via Zoom), Jay Wellons, John Whitaker, Tyler Yarbrow

Absent: Susie Ries, David Paine, Sarah Tally

Clergy Present: Anna Russell Friedman, Mary McCarthy, Richard Wineland

Others Present: Ellen Wright (clerk, via Zoom), Dale Maxfield (treasurer), Mark McQueen (Business Manager)

Opening Prayer

Anna Russell opened with a prayer.

Meditation

Sam Bessey gave the meditation.

Approval of Agenda

Approved, as submitted. (Bessey, Ballard)

Approval of October Minutes

Approved (Bessey, Ballard),

Report from Finance Committee

Dale reviewed the Income and Expense report, emphasizing: pledges down 2.8%; plate offerings and contributions down \$7500; interest income up; salary and benefits to the good, owing to open position of youth director and priest transitions. All this yielding a positive variance of \$28K; Nov and Dec will be important months, like last year. (Bessey, Ballard)

There was some discussion of unpaid pledges.

Balance sheet: Dale reviewed capital campaign accounts and corrected the security error mentioned last month; \$125K currently in Opportunity Fund, with new distribution from EEC; \$700K in cash; endowment balance to be updated after this quarter (Yarbrow, Isbell)

Cash reserves sit at 29.68%, vs. goal of 25%. We expect them to build toward year end.

Capital project review: loan is \$7M; have advanced \$1.6M thus far. Steve Lasley's report is different, in that it shows all approved expenses, some of which haven't yet been paid out. Mathews intends to be on time and on budget.

Next, he reviewed the pledge report. The net figure reflects that the dollar amount of increased pledges exceeds the dollar amount of decreased pledges. \$1,331,000 pledged thus far, with 265 pledges. He emphasized the need to contact non-pledgers. Statements will go out soon. Anna reported that Serena is willing to work on this during December. Sam initiated a discussion of how this will happen- texts, emails, phone calls.

Draft Budget review: The process for crafting the draft budget is based on the assumption that income is steady. Department heads are then asked about their needs. Full staffing is assumed, meaning salary and benefits will be up substantially, with a 3% COLA. Property management will need additional monies for utilities, insurance, and maintenance. New building costs estimated. Mark says we've spent more this year than in the past 5-6, due to HVAC and elevator repairs. Diocesan support was partially pre-paid last year. Fair share ask is already in. Budget lacks a security line item, so continues from Opportunity Fund. After the building project complete, the construction loan converts to a conventional mortgage, to be paid from the 810 rent, parking income, and HRI rent payment. This isn't reflected by line item in the budget, because we don't know when it will be finished (Sept or Oct?), but all needed funds are in the budget.

There was some discussion of the OF funding sources and the use for security past this year.

Second draft will be presented next month. Balance the Budget committee will then meet, if necessary.

Dale reviewed the ask for the diocesan fair share. A motion to approve passed unanimously. (Bessey, McKenzie)

A motion to approve making Dean and Rector Serena Sides a signer for discretionary accounts unanimously passed. (Whitaker, Ballard)

A motion to sell the car that Bishop Mostert was using was unanimously approved. (McKenzie, Ballard)

Chris Isbell reviewed a few points from the Isaac project updates that were in last month's packet, one being a list of the skills desired in Phase 3 committee members,

and the second pointing out 5 different churches with whom they expect to continue or to begin dialog. There was a brief discussion of next phases.

John reviewed the list of lay and clergy delegates and lay alternates for the upcoming Diocesan Convention, and a motion to approve unanimously passed. (Whitaker, Yarbro)

Report from Liturgy Commission

Donald reported. The commission meets twice per year. Common refrain: they need volunteers. Principle liturgies committee meets before Lent and Advent with representatives from other committees, in order to plan those services. Donald reviewed additional committees and their leadership. Mary, the chair of Healing Prayer, pointed out that Healing Prayer is now under the Pastoral Care commission. Hal thanked Donald for wearing many hats.

Other Business

David Morton made a motion to accept the recommendation from the Grants committee to designate the offering from the December 5 Service of Repentance for NOAH. (Morton, Grimes). Unanimously passed. He then mentioned that Christmas Unlimited will be Dec. 9 and 10 this year. This is the 25th year that this concert will be held at the Cathedral, and proceeds support RITI. He also reported that the cathedral Habitat build is set for May 3-4. Hal thanked him for wearing many hats.

John reported on the vestry nominations process and emphasized the need to talk to nominees ahead of time. He also reminded us of the deadline at the end of this month. He proposed a motion to ask the Bishop to allow electronic voting and a waiver of floor nominations at our annual meeting (the formal wording of which was provided later.) It passed unanimously. "Whereas Christ Church Cathedral (CCC) opens the Vestry Nominations process for the entire month of November, asking parishioners to make their nominations electronically (with the provision they may call the Nominations Chair to submit nominations manually); And whereas, CCC holds the Vestry Election process by electronic ballot for the week prior to the Annual Parish Meeting, and closes the polls at noon, after the Annual Parish Meeting (again with the provision to manually cast their vote); The Vestry of CCC requests from the Bishop that for the Annual Vestry Elections of 2025 to waive for CCC two provisions from TN canon 15, sec.6; the first provision to be waived states that at the Annual Parish Meeting, the floor will be open for vestry nominations from the floor; and the second provision to be waived states that the parish shall vote by written ballot." (Whitaker, Grimes)

Senior Warden's Report

Hal reported that Molly and Desaree have resigned (independently). Catherine Clark will cover some of Molly's duties. Desaree will work contractually for about 20 hr/week. We will also hire a contract worker for about 15 hr/wk. Expect some rough transitions. Anna and Donald commended Molly and Desaree's work.

Serena met with the vestry officers last week. Hal talks to her several times a week and continues to meet regularly with staff. We will begin seeing PR about Serena's arrival on Dec. 1. We will have name tags. She will preach at all services on the 1st and the 8th. Hal encouraged all to call their friends! Service of repentance discussed. Asked for prayers for that night. Construction update: expect 2nd floor renovation to be complete by Advent 1. First floor maybe by end of December. Every other week OAC meeting is tomorrow morning. (Steve, Walker, Mark, Hal, Charlie, Serena after her arrival).

Asked that we thank staff, clergy, and volunteers.

Tyler praised the newly restored archives website.

Richard reported on visitor cards. He reads 4-5 every week from people who want to be a part of what's going on here.

Hal adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Ellen Wright, Clerk